

Library, Media, Web Services Advisory Committee

Minutes – Sept. 19, 2008; Approved 11/21/2008

Present: David Martyn, Brian Longley, Angi Faiks, Sara Suelflow, Jerry Sanders, Dave Collins, Lynn Hudson, David Tomporowski

Absent: Keith Kuwata, Clay Steinman (Terri's fault), Alana Hedlund

1. Welcome to new members - David Martyn, EPAG representative and David Tomporowski, our student representative.

2. Elect a Chair - Keith Kuwata served as Chair in 2007-08 and is eligible and willing to repeat. After consulting to make sure there were no volunteers, it was agreed that continuity and experience were important and Keith was unanimously re-elected. Future agendas will be set in consultation with Keith.

3. Report from members of the LMW staff regarding what we did on over the summer - including update on WorldCat implementation.

- Brian Longley, Director of Media Services – Brian reported on his work with the Leonard Center. Brian worked on the sound system in the field house along with installing the flat screens visible in the work out areas and in the café.
- Angi Faiks, Assoc. Library Director/Collections
 - Angi reported on the addition of over 500 items to the Media Services DVD collection. Casey Jarin mediated the purchase the collection of Box Office Videos that went out of business in May.
 - Major event was the implementation of Macalester WorldCat Local, which provides a new way to search for materials in our collections. Mac is the first and only small college library implementing WorldCat Local and it puts us in the company of UC Berkeley, UWashington, Cornell, Ohio State University, and the State of Illinois. WorldCat Local includes articles, will include images, including our collection which is part of Minnesota Reflections. In terms of numbers – 274 total requests during Sept. 1-18 in 2007 compared to 909 total requests for the same time period in 2008. We planned ahead and put additional staff in place to handle increase. The model for development is to constantly introduce new features for everyone – not customized for each individual library. One advisory committee member expressed concern about students searching for articles in WorldCat and students thinking only to search here. There was also a question about CLIC and CLICnet continuing and we affirmed that CLIC is not going away, and we will continue to exchange materials.
 - A new acquisitions assistant was hired and Collections Management is fully staffed for the first time since last November.
- Sara Sueflow, Director of Web Services
 - Sara shared information on the web site assessment project that began last Spring. Sara and members of the Web Advisory Committee worked with a consulting firm in May and a report was shared with Senior Staff in August. The recommendation is to undertake a redesign and implement a

- Content Management system. WAC is working on some policies related to having some shared assumptions about managing content and look on the website.
 - Web Applications Developer – We received approval from TFOB (Task Force on Budget) to hire a web developer and a search was conducted in the summer. Zach Bajaber will start Sept. 29.
- Dave Collins, Assoc. Library Director/Public Services
 - Reported on involvement with WorldCat implementation including working out the details for the Interlibrary Loan request/Place a Hold button
 - We implemented a new time clock system for students. We have over 120 students, which makes us the largest employer for students on campus. We implemented the Stromberg system, which is being introduced across campus for larger employers.
 - We have had a very successful implementation of working more closely with the AIAs for the first year seminars and library orientation sessions. In addition to introducing new students to library resources, the AIAs are covering Moodle, 1600grand, and Webfile.

4. Identify topics for discussion for the year. The committee reviewed our topics from last year and Terri distributed a copy of our goals for this year. Since Clay was not present we tabled the discussion of streaming video which will be discussed at the next meeting. There were no additional topics that were suggested by the group. Terri will discuss topics for the next meeting with Keith.

5. Laptop Checkout Issue: Our laptop checkout program was set up originally for students. Several years ago, the Library took over managing the program for faculty and staff as well, however, the purpose of the checkout pool was to provide for faculty/staff who were traveling. During the summer we merged the two programs so all laptop checkouts are handled from the lower level lab desk. Currently 10 of the 25 are checked out to faculty: 4 – French Dept., 3 – Hispanic Studies, 1 – PoliSci, 2 – Econ. Our proposal was to change to the loan period to one day and require that faculty/staff leave their ID with no overnight loans unless for travel. After discussion we agreed to limit checkout to two days. The group agreed to transition to the new loan period after midterm break. In the meantime it was agreed to communicate in the Bulletin and through the CST newsletter the changes that will go in effect. In addition, we agreed to further investigate how many departments have their own laptops for smart classrooms. Terri will talk to Adrienne about placing a notice in the CST newsletter to make sure new faculty are aware of who to contact to for obtaining laptops, and to contact Media Services for projector loans. The group consensus was to eventually phase out loans for faculty. Jerry is going to talk to David Sisk to determine if this is feasible.

6. Open Access Day, Oct. 14 – Terri reported on working with a student to set up some events related to the first Open Access Day. Open Access Day is intended to increase student awareness of open access issues. Information is available at <http://openaccessday.org/> The student is interested in setting up a panel with students and

faculty to discuss the high cost of textbooks. The original proposal was to do a brown bag lunch. There will be a series of events taking place around the country and we will be connecting to a videoconference planned for 7 p.m. More details will be coming.

7. Identify dates for meetings during the remainder of the semester.

Future Meeting Dates and Locations:

October 24 – 205 Campus Center, 2:30 – 4:00 p.m.

November 21 – Library Instruction Room, 2:30 – 4:00 p.m.

December 12 – 205 Campus Center, 2:30 – 4:00 p.m.

9. Announcements

a. NIH Policy Reversal – Terri shared the information on legislation that has been introduced to overturn the NIH public access mandate. We have a deadline of Sept. 24th to contact legislators to register our opposition and a notice will be put in the Bulletin to alert the campus community. The group agreed to have the notice submitted on behalf of the members of the LMW Advisory committee.

Respectfully Submitted by Terri Fishel

Next Meeting – Friday, Oct. 24, 2:30 – 4:00 in 205 Campus Center